

VIRGINIA PREPAYABLE OFFENSES INFORMATION SHEET

You have been given a summons accusing you of violating state or local traffic laws. If you wish to plead guilty, waive your right to trial and pay the applicable prepayable fine(s) and fee(s) prior to trial (thereby avoiding having to appear in court), you must do *all* of the following:

1. Read the NOTICE on the back side of your summons.
2. Read the description of you alleged violation, which follows "Describe charge:" on your summons.
3. Examine the "Brief Description(s)" portion of the Table on the right side of this form for description(s) that matches or very closely matches the description(s) on your summons.
4. a. If your violation is described in the Table, compute the total fine(s) and fees owed and follow all of the instructions on the summons in PRETRIAL WAIVER AND PREPAYMENT INSTRUCTIONS.
b. If your violation is NOT described in the Table, call the telephone number listed on your summons and follow all of the instructions on the summons in PRETRIAL WAIVER AND PREPAYMENT INSTRUCTIONS.
5. YOU MAY NOT PREPAY *if* the charge is for reckless driving.
6. If you prepay more than on violation arising out of the same incident, add only *one* \$51.00 processing fee plus any other fees shown at the bottom right side of the form.
7. To provide for timely delivery by mail, payment should be mailed at least 5 days before your court date. Prepayment is effective *only* on receipt by the court, not on the date that you mail it. A late fee will be added if payment is received after the court date. Make checks payable to the Falls Church District Courts Combined.

The schedule does not restrict the fine a judge may impose for an offense listed here for which there is a court hearing.

If you were involved in an accident and desire to plead NOT GUILTY and have your case heard on the date set, please notify the court by checking the not guilty box below and returning this for to the court within 7 calendar days from the date the summons was issued. If this notice is not received by the court and the officer needs witnesses for the trial, the case may have to be continued from the original court date. You are still required to appear on the original court date whether you send this form or not unless you have received official notice from the court that the case has been continued to a future date or unless you decide to plead guilty and prepay the offense. Failure to appear may result in your being tried in your absence.

☐ I was involved in an accident and want to plead NOT GUILTY.

Name

Name of Attorney, if retained

Trial date

Driver's License #

FINES FOR CERTAIN PREPAYABLE VIOLATIONS

Brief Description	Fine
<input type="checkbox"/> Child restraint violation, under 16 years (pay fine only).....	\$50.00
<input type="checkbox"/> Disabled parking violation.....	\$150.00
<input type="checkbox"/> Driving wrong way on one-way street.....	\$30.00
<input type="checkbox"/> Earphones while driving.....	\$25.00
<input type="checkbox"/> Equipment violation (each charge).....	\$30.00
<input type="checkbox"/> Failure to dim headlights while moving.....	\$30.00
<input type="checkbox"/> Failure to display license plates.....	\$25.00
<input type="checkbox"/> Failure to drive on right side of highway.....	\$30.00
<input type="checkbox"/> Failure to give proper signal.....	\$30.00
<input type="checkbox"/> Failure to have vehicle inspected.....	\$30.00
<input type="checkbox"/> Failure to obey highway sign.....	\$30.00
<input type="checkbox"/> Failure to obey traffic lights.....	\$100.00
<input type="checkbox"/> Failure to obtain registration.....	\$25.00
<input type="checkbox"/> Failure to use seat belt (pay fine only).....	\$25.00
<input type="checkbox"/> Following too closely.....	\$30.00
<input type="checkbox"/> Failure to yield right of way.....	\$30.00
<input type="checkbox"/> Illegal radar detector.....	\$40.00
<input type="checkbox"/> Improper lane change.....	\$30.00
<input type="checkbox"/> Improper passing.....	\$30.00
<input type="checkbox"/> Improper U-turn.....	\$30.00
<input type="checkbox"/> Stop sign.....	\$30.00
<input type="checkbox"/> Speeding.....	\$5.00 per MPH over Speed limit
<input type="checkbox"/> Speeding in residence zone and school crosswalk, \$46.2-878.2.....	\$200.00 plus \$7.00 per MPH over Speed limit
<input type="checkbox"/> Highway Safety Corridor moving violation (double the prepayable fine) \$46.2-947	_____

Personal checks and
credit cards accepted.

TOTAL FINES
51.00 PLUS PROCESSING FEES
5.00 OTHER FEES (per charge)
\$_____ **TOTAL PREPAYMENT**

Payable in U.S. Dollars only.

Mailing Address:

**FALLS CHURCH DISTRICT COURTS COMBINED
300 PARK AVENUE, FALLS CHURCH, VA 22046-3350
703-248-5096 RECORDED MESSAGE 703-248-5095**